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Section 15.9 PARAMS MENU System Tables System Codes

Purpose	This section provides the procedures for a central control agency to add, update, or delete system codes. This window is inquiry only for non-control agencies .	
Window Name	System Codes	
Reminders	 The System Codes window is accessed through the Params, System Tables, J - System Codes items on the menu bar. The System Codes window contains a Selection Criteria window and a Selection List window. A user may select ALL the codes by clicking on the Select button only or select a specific code and click the Select button. If a specific code was selected, the Detail Data window is displayed when the Select button is clicked. If multiple codes were selected, they will be displayed in the Selection List window. Highlight the code to be updated or deleted and click the Detail button. A user may add a new code from the Select or Detail windows. Only a control agency may change data. 	
References	No specific references	

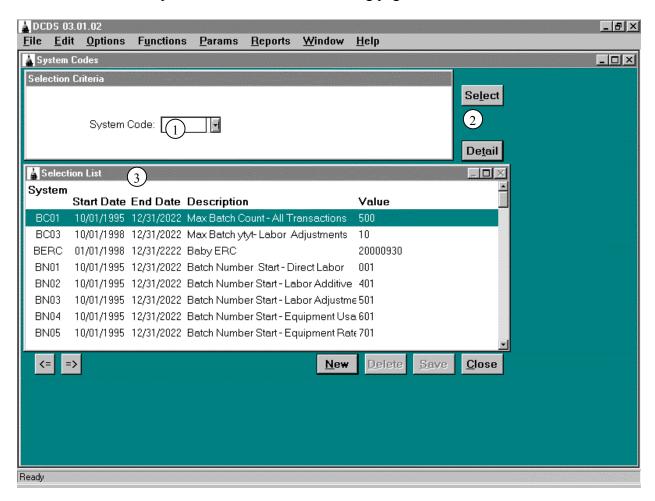
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System Codes

The following window is displayed when <u>Params</u>, <u>System Tables</u>, <u>J</u> - System Codes is selected from the Menu bar. The steps are described on the following page.



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DCDS Input Procedures System Codes (Selection Criteria)

Follow the steps below to enter selection criteria.

Step	Field Name	Action
1	System Code	Select the System Code from the dropdown list or enter the code or click on the Select button to display ALL the codes.
2	Select Button	Click on the Select button located at the top of the window (or press Alt + L). The selected criteria will be displayed in the Selection List window.
3	Selection List	Highlight the System Code to be updated or deleted and click the Detail button. The Detail Data window will then be displayed.

System Codes (Selection List)

The following information is displayed:

Field Name	Description
System	The System Code selected.
Start Date	The date the System Code became active.
End Date	The date the System Code will become inactive. The default is 12/31/2222.
Description	The description of the System Code.
Value	The value of the System Code.

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DCDS Input Procedures System Codes

Follow the steps below to add, update or delete System Codes.

Step	Field Name	Action		
Add I	Add New System Code			
	New Button	Click on the New button located at the bottom of the window (or press Alt + N). This displays the Detail Data window to add a new System Code. The New button may be clicked from the Selection or Detail windows.		
Upda	Update System Code			
	Detail Button	Enter the required selection criteria and click the Select button. If a specific code was selected, the Detail Data window is automatically displayed. If multiple codes were selected, highlight the code in the Selection List window to be updated.		
		Click on the Detail button located at the middle right of the window (or press Alt + T). This displays the Detail Data window to update the code.		
Delete	Delete System Code			
	Delete Button	Enter the required selection criteria and click the Select button. If a specific code was selected, the Detail Data window is automatically displayed. If multiple codes were selected, highlight the code in the Selection List window to be deleted.		
		Click on the Detail button located at the middle right of the window (or press Alt + T). This displays the Detail Data window allowing the user to delete the code.		
		Click on the Delete button located in the bottom right hand corner of the window (or press Alt + D). This deletes the System Code displayed in the Detail Data window.		

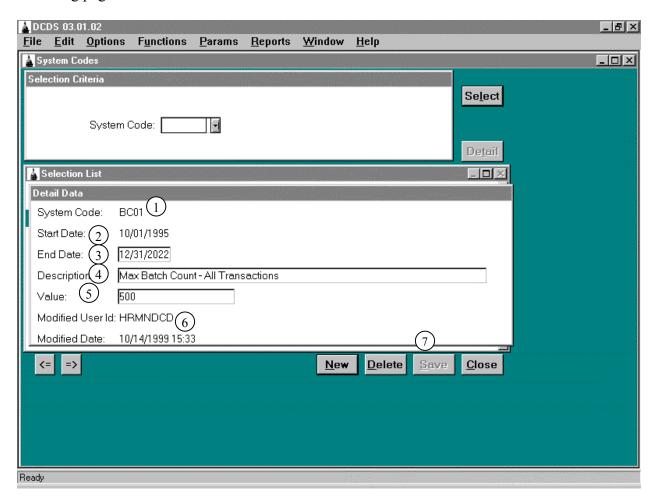
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DCDS Input Procedures System Codes

The following window is displayed when the **Detail** button is clicked. The same window is displayed with blank fields when the **New** button is clicked. The steps are described on the following page.



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DCDS Input Procedures System Codes

Follow the steps below to add, update or delete System Codes.

Step	Field Name	Action
1	System Code*	Enter the System Code for a new code. This field cannot be changed.
2	Start Date	Enter the date the code becomes active for a new code. This field cannot be changed.
3	End Date	Enter the date the code become inactive.
4	Description	Enter a description of the code.
5	Value	Enter the value of the System Code.
6	Modified User ID/Modified Date	Displays the User ID of the last person who made modifications and the date modifications were made.
7	Save Button	Click on the Save button located at the bottom of the window (or press Alt + S) to save the new System Code and changes.

^{*}indicates a required field that must be entered